

APPENDIX I
REGULATION OF MEMBERS OF BOARD OF
GOVERNORS
NUMBER 20/7/PADG/2018
DATED
ON MONETARY OPERATION PARTICIPATION

APPENDIX I

DOCUMENTS OF PARTICIPATION LICENSE REQUEST AS MONETARY OPERATION
PARTICIPANT AND/OR INTERMEDIARY INSTITUTION

- A. EXAMPLE OF LICENSE REQUEST OF BANK/SHARIA BUSINESS UNIT AS
MONETARY OPERATION PARTICIPANT
- B. EXAMPLE OF LICENSE REQUEST OF BANK/SHARIA BUSINESS UNIT AS
MONETARY OPERATION PARTICIPANT
- C. EXAMPLE OF LICENSE REQUEST AS INTERMEDIARY INSTITUTION IN
MONETARY OPERATION
- D. STATEMENT OF FULFILLMENT OF REQUIREMENTS FOR BANK/SHARIA
BUSINESS UNIT AS MONETARY OPERATION PARTICIPANT
- E. STATEMENT OF FULFILLMENT OF REQUIREMENTS FOR
INTERMEDIARY INSTITUTION IN MONETARY OPERATION
- F. COMPLIANCE CHECKLIST FOR FULFILLMENT OF PARTICIPATION
REQUIREMENTS IN RUPIAH MONETARY OPERATION FOR
BANK/SHARIA BUSINESS UNIT
- G. COMPLIANCE CHECKLIST FOR FULFILLMENT OF PARTICIPATION
REQUIREMENTS FOR FOREIGN CURRENCY MONETARY OPERATION
FOR BANK/SHARIA BUSINESS UNIT
- H. COMPLIANCE CHECKLIST FOR FULFILLMENT OF REQUIREMENTS FOR
INTERMEDIARY INSTITUTIONS IN RUPIAH OPEN MARKET OPERATION
- I. COMPLIANCE CHECKLIST FOR FULFILLMENT OF REQUIREMENTS FOR
INTERMEDIARY INSTITUTIONS IN FOREIGN CURRENCY OPEN MARKET
OPERATION

**A. EXAMPLE OF LICENSE REQUEST OF BANK/SHARIA BUSINESS UNIT AS
MONETARY OPERATION PARTICIPANT*)**

..... ,

No. :
Encl. :

To
BANK INDONESIA
Department of Financial System Surveillance
Jl. MH Thamrin No. 2
Jakarta 10350

Re : Request License of Bank/Sharia Business Unit as Monetary
Operation Participant

We hereby submit a request for obtaining a license as a Monetary
Operation participant with the following data:

Bank/Sharia :
Business Unit Name
Bank/Sharia :
Business Unit
Address
Phone/Facsimile No. :

To complete the request, we hereby submit the required documents as
enclosed.

Your kind response shall be highly appreciated.

Sincerely,

Bank

*) For New Banks and Banks Taking Strategic and Fundamental Steps.

**B. EXAMPLE OF LICENSE REQUEST OF BANK/SHARIA BUSINESS UNIT AS
MONETARY OPERATION PARTICIPANT*)**

..... ,

No. :
Encl. :

To:
BANK INDONESIA
Department of Monetary Management
Jl. MH Thamrin No. 2
Jakarta 10350

Re : License Request of Bank/Sharia Business Unit as Monetary
Operation Participant

We hereby submit a request for obtaining a license as a Monetary
Operation Participant with the following data:

Bank/Sharia :
Business Unit Name
Bank/Sharia :
Business Unit
Address
Phone/Facsimile No. :

To complete the request, we hereby submit the required documents as
enclosed.

Your kind response shall be highly appreciated.

Sincerely,

Bank

*) For Banks which have participated in Monetary Operation prior to the enforcement of Bank
Indonesia Regulation on Monetary Operation No. 20/5/PBI/2018

C. EXAMPLE OF LICENSE REQUEST AS INTERMEDIARY INSTITUTION IN MONETARY OPERATION

..... ,

No. :
Encl. :

To:
BANK INDONESIA
Department of Monetary Management
Jl. MH Thamrin No. 2
Jakarta 10350

Re : License Request as Intermediary in Monetary Operation

We hereby submit a request for obtaining a license as an Intermediary Institution in Monetary Operation with the following data:

Company name :
Company address :
Phone/facsimile no. :

To complete the request, we hereby submit the required documents as enclosed.

Your kind response shall be highly appreciated.

Sincerely,*)

PT.....

*) At least Head of Division

**D. STATEMENT OF FULFILLMENT OF REQUIREMENTS FOR
BANK/SHARIA BUSINESS UNIT AS MONETARY OPERATION PARTICIPANT**

..... ,

Referring to Bank Indonesia Regulation Number 20/5/PBI/2018 on Monetary Operation (BI Regulation on Monetary Operation) and Regulation of Members of Board of Governors Number 20/ /PADG/2018 dated on Monetary Operation Participation (BOG Regulation on Monetary Operation Participation), we hereby declare that:

Bank/Sharia Business Unit Name :
Business Activity : Conventional / Sharia *)
Bank/Sharia Business Unit Address:
Phone and Facsimile Number :

Has fulfilled all CMO/SMO*) participation requirements as set forth in BI Regulation on Monetary Operation and BOG Regulation on Monetary Operation Participation. If there is any change of data, information, and/or details in relation to the fulfillment of Monetary Operation participation requirements, we will submit a report on such change by referring to BI Regulation on Monetary Operation and BOG Regulation on Monetary Operation Participation.

A compliance checklist of fulfillment of Bank’s requirements as a Monetary Operation participant is enclosed together with the supporting documents.

This statement letter is true.

Sincerely,
Bank

(Director of Compliance) (Director of Treasury)

*) Delete where necessary.

E. STATEMENT OF FULFILLMENT OF REQUIREMENTS FOR INTERMEDIARY INSTITUTION IN MONETARY OPERATION

..... ,

Referring to Bank Indonesia Regulation Number 20/5/PBI/2018 on Monetary Operation (BI Regulation on Monetary Operation) and Regulation of Members of Board of Governors Number 20/ /PADG/2018 dated on Monetary Operation Participation (BOG Regulation on Monetary Operation Participation), we hereby declare that:

Company Name :
Company Address :
Phone and Facsimile Number :

Has fulfilled all requirements as Intermediary Institution as set forth in BI Regulation on Monetary Operation and BOG Regulation on Monetary Operation Participation. If there is any change of data, information, and/or details in relation to the fulfillment of Intermediary Institution requirements, we will submit a report on such change by referring to BI Regulation on Monetary Operation and BOG Regulation on Monetary Operation Participation.

A compliance checklist of fulfillment of Intermediary Institution requirements is enclosed together with the supporting documents.

This statement letter is true.

Sincerely,*)

PT.....

*) At least Head of Division

F. COMPLIANCE CHECKLIST FOR FULFILLMENT OF PARTICIPATION REQUIREMENTS IN RUPIAH MONETARY OPERATION FOR BANK/SHARIA BUSINESS UNIT*)

No.	Document	Check	Remarks
1.	Copy of business license as a Bank from the competent authority		
2.	Copy of license, approval, or recommendation from OJK (for any bank taking strategic and fundamental steps)		
3.	Approval for rupiah Checking Account opening with Bank Indonesia or ownership evidence of rupiah Checking Account		
4.	Copy of approval as BI-ETP System participant or participation evidence in BI-ETP System		
5.	Copy of approval as BI-SSSS participant or participation evidence in BI-SSSS		
6.	Copy of approval as BI-RTGS System participant or participation evidence in BI-RTGS System		
7.	Copy of list of treasury director and employees conduting treasury activities and treasury certificate ownership**)		
8.	Copy of internal procedure for code of ethics**)		
9.	Copy of internal procedure for Business Continuity Plan for Monetary Operation transactions with Bank Indonesia or Bank’s treasury activities		
10.	Copy of document on substantial separation of functions between the front office and back office		

This checklist has been prepared completely and accurately to be submitted to Bank Indonesia.

Sincerely,

Bank

(Director of Compliance)

(Director of Treasury)

*) SBU must specify in the information field if fulfillment of requirements for Monetary Operation participation still involves the parent Commercial Bank.
**) Refer to Bank Indonesia provisions for treasury certification and application of market code of ethics.

G. COMPLIANCE CHECKLIST FOR FULFILLMENT OF PARTICIPATION REQUIREMENTS FOR FOREIGN CURRENCY MONETARY OPERATION FOR BANK/SHARIA BUSINESS UNIT*)

No.	Document	Check	Remarks
1.	Copy of business license as a Bank from the competent authority		
2.	Copy of license, approval, or recommendation from OJK (for any bank taking strategic and fundamental steps)		
3.	Approval for rupiah Checking Account opening with Bank Indonesia or ownership evidence of rupiah Checking Account		
4.	Approval for foreign currency Checking Account opening with Bank Indonesia or ownership evidence of foreign currency Checking Account		
5.	Copy of approval as BI-ETP System participant or participation evidence in BI-ETP System		
6.	Copy of approval as BI-SSSS participant or participation evidence in BI-SSSS		
7.	Copy of approval as BI-RTGS System participant or participation evidence in BI-RTGS System		
8.	Copy of valid cooperation agreement with provider of means of dealing system used in foreign currency Monetary Operation transactions		
9.	Copy of list of treasury director and employees conduting treasury activities and treasury certificate ownership**)		
10.	Copy of internal procedure for code of ethics**)		
11.	Copy of internal procedure for Business Continuity Plan for Monetary Operation transactions with Bank Indonesia or Bank’s treasury activities		
12.	Copy of document on substantial separation of functions between the front office and back office		

This checklist has been prepared completely and accurately to be submitted to Bank Indonesia.

Sincerely,

Bank

(Director of Compliance)

(Director of Treasury)

H. COMPLIANCE CHECKLIST FOR FULFILLMENT OF REQUIREMENTS FOR INTERMEDIARY INSTITUTIONS IN RUPIAH OPEN MARKET OPERATION

No.	Document	Check	Remarks
1.	Copy of license as money market broker from Bank Indonesia or appointment letter as the primary dealer from Finance Ministry of the Republic of Indonesia for Securities Company		
2.	Copy of approval as BI-ETP System participant or participation evidence in BI-ETP System (for an intermediary institution submitting a request for license as an Intermediary Institution in rupiah Open Market Operation)		
3.	Copy of list of treasury director and employees conduting treasury activities and treasury certificate ownership*)		
4.	Copy of internal procedure for code of ethics*)		
5.	Copy of internal procedure for Business Continuity Plan for rupiah Open Market Operation transactions with Bank Indonesia or an intermediary institution's treasury activities		

This checklist has been prepared completely and accurately to be submitted to Bank Indonesia.

Sincerely, ^{**)}

PT.....

*) Refer to Bank Indonesia provisions for treasury certification and application of market code of ethics.

**) At least Head of Division

**I. COMPLIANCE CHECKLIST FOR FULFILLMENT OF REQUIREMENTS FOR
INTERMEDIARY INSTITUTIONS IN FOREIGN CURRENCY OPEN
MARKET OPERATION**

No.	Document	Check	Remarks
1.	Copy of license as money market broker from Bank Indonesia		
2.	Copy of valid cooperation agreement with provider of means of dealing system used in foreign currency Open Market Operation transactions		
3.	Copy of list of treasury director and employees conduting treasury activities and treasury certificate ownership*)		
4.	Copy of internal procedure for code of ethics*)		
5.	Copy of internal procedure for Business Continuity Plan for foreign currency Open Market Operation transactions with Bank Indonesia or an intermediary institution’s treasury activities		

This checklist has been prepared completely and accurately to be submitted to Bank Indonesia.

Sincerely, **)

PT.....

*) Refer to Bank Indonesia provisions for treasury certification and application of market code of ethics.

**) At least Head of Division

MEMBER OF BOARD OF GOVERNORS,

ERWIN RIJANTO